



CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1 INTRODUCTION

- 1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.
- 1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2 APPLICABILITY

- 2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.
- 2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.
- 2.3 Vehicles under the SSM IPA Low Volume arrangements **are not** subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.
- 2.4 Arrangements for SSM **do not** apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.
- 2.5 Arrangements for SSM **do not** apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the “Motor Vehicle Compliance Plate Approval” arrangements as per Circular 0-3-4, or the “Certification of Motor Vehicles Produced in Low Volume” requirements as per Circular 0-2-1.
- 2.6 Arrangements for SSM **do not** need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.

3 APPLICATION FOR IDENTIFICATION PLATE APPROVAL

- 3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to “Conformity of Production” arrangements as per Circular 0-13-1.

CIRCULAR 0 – 4 - 6

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 “Motor Vehicle Make and Model Designation”.

3.2.1 The “Make-Model” designation must be unique from all other Identification Plate Approvals.

3.2.2 The “Make” of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the “Make” of the completed first-stage vehicle. For example:-

- A SSM modified “ALPHA”, might be designated “ABC ALPHA” .

3.2.3 The “Model” of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified “ALPHA Beta”, might be designated “ABC ALPHA Beta **Ambulance**”, or “ABC ALPHA Beta **Motorhome**” as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 “Certification of Campervans and Motorhomes”.

4 AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

CIRCULAR 0 – 4 - 6

- 4.1.1 “Compliance Demonstrated Using SARN(s) (MV)” forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture’s additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.
- 4.1.2 In submitting a “Compliance Demonstrated Using SARN(s)(MV)” form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.
- 4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.
- 4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -
- Full Volume arrangements as per Circular 0-3-4 “Motor Vehicle Compliance Plate Approval”, or
 - As per Circular 0-2-1 “Certification of Motor Vehicles Produced in Low Volume”.
- 4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.
- 4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.
- 4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as “**Not Applicable**”, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.
- 4.6 Circular 79/00-1-1 “Second-Stage-of-Manufacture Emissions Evidence where there is an Increase in GVM” details the arrangements that apply for emissions ADRs.

5 CHANGE IN VEHICLE CATEGORY

- 5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6 ROAD VEHICLE DESCRIPTOR

- 6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

CIRCULAR 0 – 4 - 6

7 VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

8 DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

9 IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.
